



# Bee Cave Public Library Long-Range Plan 2016

## MISSION STATEMENT

The Bee Cave Public Library will provide intellectual, cultural, educational, and recreational resources in a variety of formats. The library will offer an inviting environment, promote lifelong learning, and foster a sense of community.

## SITUATION ASSESSMENT

Now in its eleventh year of operation, Bee Cave Public Library has evolved into a nationally recognized provider of outstanding library services to the community. Rapid population growth in the city and surrounding areas continues to create increasing demands for library resources and threatens our ability to continue to

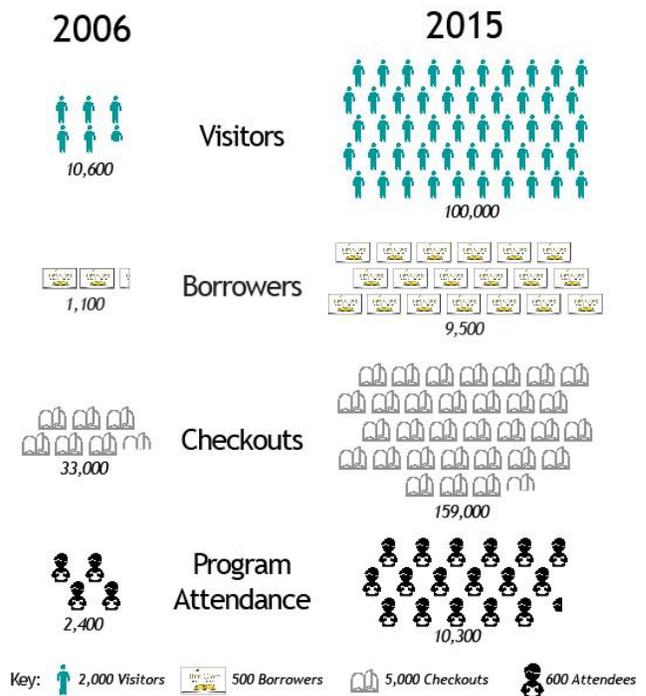
- Serve as a community center and gathering place for people of all ages and interests
- Contribute to the growth and development of the community's families and children
- Maintain the regional nature of the library, driven by its location in the Hill Country Galleria, a regional mall
- Attract visitors from Bee Cave and surrounding communities to the Hill Country Galleria, helping to support the economic vitality of our growing community

## Current Challenges

The primary challenge facing the Library today continues to be managing the increased requirements for library services by our rapidly growing community given the constraints of our current space. Since the library moved into its current quarters inside Bee Cave City Hall in late 2007, the demand for library services has exploded.

Since the Library opened, the population of Bee Cave and its extra-territorial jurisdiction has grown from less than 5,000 to an estimated 12,218 in 2016 and is projected to reach 14,634 upon completion of existing development projects.<sup>1</sup>

## TEN YEARS OF LIBRARY GROWTH



<sup>1</sup>March 2016 Bee Cave Population Estimates, Lindsey Oskoui, Director of Planning & Development

The space in which the library currently operates was not designed to handle the volume of visitors or accommodate the variety of programs and services the library now provides to the community. The library occupies 4,200 square feet of dedicated space in the library proper on the first floor of City Hall and about 1,000 square feet on the second floor for offices and storage. Shared space on the second floor is used when available for programs like storytime, chess club, and summer reading events. Texas Public Library Standards recommend a minimum of 13,619 square feet for a library with our current collections, circulation, visitors, public computer usage, and program attendance. <sup>2</sup>

Stakeholders have identified the following challenges through surveys, focus groups, suggestion cards, and direct interaction:

- Insufficient patron seating and work space
- Lack of quiet areas for reading and studying
- Lack of collaborative spaces for parents/children, tutors/students, group project work
- Inadequate shelving for collection growth
  - More space required for young adult/teen collection
  - No space currently available for “tween” collection for middle readers
  - More space required for large print collection to meet increasing requirements of an aging population
- Inflexible programming space shared with other city departments and community groups
- Inadequate number of charging stations for mobile devices such as eReaders and iPads

## **ACTION PLAN**

### **1. Collections**

*GOAL: Patrons of all ages will have ready access to a variety of materials to meet their intellectual, cultural, recreational, and educational needs.*

**ACTIONS:**

- Develop a separate collection for middle readers (“twens”) with age-appropriate materials to meet their needs and interests
- Expand the young adult/teen collection across all formats
- Expand our collection of large print materials for the visually-challenged
- Expand our digital collections to meet community needs and interests
- Develop in-library resources to optimize patrons’ usage of digital services

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<sup>2</sup>Texas Public Library Standards Space Needs Worksheet, BCPL, June 2016

## **2. Programs & Services**

*GOAL: The library will provide a variety of programs and services to meet the lifelong learning needs of our growing community.*

ACTIONS:

- Add regular programming for tweens
- Expand programming for adults
- Become certified as a Family Place Library™
- Increase availability of professional services, including reference and readers' advisory
- Ensure that library programs, services, and collections continually adapt to meet community needs

## **3. Technology**

*GOAL: Bee Cave Public Library will provide its patrons with access to evolving technology to support their intellectual, cultural, recreational, and educational needs.*

ACTIONS:

- Add technology resources for collaborative work
- Add charging stations for mobile devices
- Add content-appropriate computers in children's area

## **4. Facilities**

*GOAL: Bee Cave Public Library will offer an inviting environment for lifelong learning.*

ACTIONS:

To be considered by Fiscal Year End 2016-2017

- Reconfigure existing space within 1 year to improve patron experience
  - Resize and relocate main circulation desk
  - Add shelving in Young Adult area
  - Add shelving for Tween collection
  - Convert 2 public computer workstations to study carrels
  - Reconfigure children's collections
  - Add Family Place Library™ play elements to children's area
  - Reconfigure/relocate reference desk
  - Add shelving in Adult Nonfiction area
  - Expand into library foyer on north wall
  - Add seating and improved lighting in atrium

- Add seating for laptop use
- Add seating for collaborative project work
- Explore loft for children's area
- Investigate enclosing children's area to minimize noise

To be considered by Fiscal Year End 2019-2020

- Working with the Bee Cave City Council, develop a plan for expansion of the existing library's square footage to meet community needs and state library standards
  - Conduct survey of community needs
  - Consider options to expand in current location, including a review of the architects' 2014 proposal
  - Explore lease of another building
  - Explore construction of a new facility
  - Explore capital campaign to support expansion either in current location or elsewhere

## **SUMMARY**

As outlined in this Long Range Plan, the primary challenge facing the Library today is managing the growth in demand for library services given the constraints of our current space. To address these concerns in the short term, library staff and the Library Advisory Committee have recommended modifications to better utilize existing allocated space. In the longer term, however, based on continued, rapid population growth in the City of Bee Cave and its environs, these modifications alone will not allow us to offer the level of exceptional service that our community has come to expect. Plans must be made to expand the physical size of the library so that Bee Cave Public Library may continue to offer the high quality library programs and services patrons appreciate and deserve.

## MARCH 2016 BEE CAVE POPULATION ESTIMATES

<b>Bee Cave City Limits:</b>	<b>6,985</b>
<b>Bee Cave ETJ:</b>	<b>5,233</b>
<b>TOTAL</b>	<b>12,218</b>

**Methodology:** Number of residential units x occupancy rate x average household size. For senior facilities, the maximum patient occupancy load was used in lieu of the number of units.

**Data:** Unit count derived from evaluation of Fall 2015 aerial photography, TCAD data, City of Bee Cave building permits factoring in projected completion, and interviews of senior housing and multi-family complexes 1/21/16-1/27/16. Occupancy Rate obtained from 2010 United States Census numbers for City of Bee Cave, TX, Table DP-1. Average Household Size obtained from 2010 United States Census numbers for City of Bee Cave, TX Table H12, Owner and Renter Occupied.

### RESIDENTIAL PROJECTS IN THE DEVELOPMENT PIPELINE AS OF MARCH 2016

Development Name	# of Units at Build Out	Phase	Tot. Proj. Pop*	Location
Terraces at Bee Cave	120 (63)	Zoning approved (proposed # units under review)	~215 (113)	City Limits
Canyonside	66	Site work underway	~208	City Limits
Hill Country Townhouses**	41	Under Construction (~10% complete)	~129	City Limits
Lakes Edge	132	Site Plan Approved	~416	City Limits
Spillman Phase X	44	Under Review	~139	City Limits
<i>City Limits Subtotal</i>	<i>403 (346)</i>		<i>~1,106 (1,005)</i>	
Bella Colinas**	292	Under Construction (~ 38% complete)	~920	ETJ
Terra Colinas	124	Site work underway	~391	ETJ
<i>ETJ Subtotal</i>	<i>416</i>		<i>~1,310</i>	
<b>TOTAL</b>	<b>819 (762)</b>		<b>~2,417 (2,316)</b>	

\* Does not apply vacancy rate

\*\*Population attributable to completed houses included in March 2016 estimate.

## MARCH 2015 BEE CAVE POPULATION ESTIMATES

<b>Bee Cave City Limits:</b>	<b>6,515</b>
<b>Bee Cave ETJ:</b>	<b>4,533</b>
<b>TOTAL</b>	<b>11,048</b>

**Methodology:** Number of residential units x occupancy rate x average household size. For senior facilities, the maximum patient occupancy load was used in lieu of the number of units.

**Data:** Unit count derived from evaluation of Fall 2014 aerial photography, TCAD data, City of Bee Cave building permits, and interviews of senior housing and multi-family complexes on 3/6/15. Occupancy Rate obtained from 2010 United States Census numbers for City of Bee Cave, TX, Table DP-1 and interviews of multi-family and senior facilities on 3/6/15 and 3/9/15. Average Household Size obtained from 2010 United States Census numbers for City of Bee Cave, TX Table H12, Owner and Renter Occupied.

## FEBRUARY 2013 BEE CAVE POPULATION ESTIMATE

<b>Bee Cave City Limits:</b>	<b>5,371</b>
<i>Population of ETJ not calculated in February 2013</i>	

**Methodology:** Number of residential units x occupancy rate x average household size. For senior facilities, the maximum patient occupancy load was used in lieu of the number of units.

**Data:** Unit count derived from evaluation July 2012 internal population estimates, late 2012 CAPCOG aerial photography, City of Bee Cave building permit data, Travis Central Appraisal District "Improvement" data dated 1/15/13, site visits conducted 2/14/13, and conversations with all multi-family complexes and developers of Ladera, The Grove, and Cottages at Spillman Ranch between 2/13/13 and 2/15/13. Occupancy Rate obtained from 2010 United States Census numbers for City of Bee Cave, TX, Table DP-1 and survey of Avanti Hills, Paseo at Bee Cave and Falconhead Apartments conducted between 2/13/13 and 2/15/13. Average Household Size obtained from 2010 United States Census numbers for City of Bee Cave, TX Table H12, Owner and Renter Occupied.

## JULY 2012 BEE CAVE POPULATION ESTIMATES

<b>Bee Cave City Limits:</b>	<b>5,163</b>
<b>Bee Cave ETJ:</b>	<b>3,252</b>
<b>TOTAL</b>	<b>8,415</b>

**Methodology:** Number of residential units x occupancy rate x average household size. For senior facilities, the maximum patient occupancy load was used in lieu of the number of units.

**Data:** Unit count derived from evaluation preliminary CAMPO 2010 Base Year Population and Housing Estimates, 2012 CAPCOG aerial photography, City of Bee Cave building permits, and site visits conducted between week of 6/11/12 and 6/22/12 and apartment survey conducted 6/25/12 & 7/3/12. Occupancy Rate obtained from 2 U.S. Census Bureau, 2006-2010 American Community Survey, Table B25002 and interviews of multi-family facilities on 6/25/12 & 7/3/12. Average Household Size obtained from 2010 United States Census numbers for City of Bee Cave, TX Table H12, Owner and Renter Occupied.

# Texas Public Library Standards

## Appendix B: Space Needs Worksheet

Library: Bee Cave Public Library

Person completing form: Barbara Hathaway, Library Director

Date: 6/1/16

### Step 1 – Population

a. Current local population (incl, ETJ, based on 2016 P&D Estimate)	12,218
b. Projected local population (City)	1,106
c. Projected nonresident population (ETJ)	1,310
d. TOTAL (a + b + c)	14,634

### Step 2 - Collection Space

a. Books: # of volumes <u>32,380</u> / 10	3,238 sq. ft.
b. Music CDs/recordings: # of items <u>N/A</u> / 10	
c. Audio books: # of items <u>1,346</u> / 10	135 sq. ft.
d. DVDs: # of items <u>3,121</u> / 10	312 sq. ft.
e. Periodical display: # of titles <u>22</u> / 1.5	33 sq. ft.
f. Periodical storage: # of titles <u>N/A</u> / 0.5 x # of years retained	
g. TOTAL (a + b + c + d + e + f)	3,718 sq. ft.

### Step 3 - User Seating Space

Projected population (from Step 1.d)	14,634
a. 7-10 seats/each 1,000 people	105 seats
b. # of seats 105 x 30	3,150 sq. ft.

### Step 4 - Staff Work Space

a. # of workstations <u>12</u> x 150	1,800 sq. ft.
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## Step 5 - Meeting Room Space

a. General meeting: # of seats _N/A (avail. @ City Hall)_ x 10	
b. Conference room: # of seats _____15_____ x 25	375 sq. ft.
c. Children's program: # of seats ___60_____ x 10	600 sq. ft.
d. Study Room: # of seats ___8_____ x 10	80 sq. ft.
e. TOTAL (a + b + c)	1,055 sq. ft.

## Step 6 - Special Space

a. Collection space (from Step 2.g)	3,718 sq. ft.
User seating space (from Step 3.b)	3,150 sq. ft.
Staff work space (from Step 4.a)	1,800 sq. ft.
Meeting room space (from Step 5.c)	1,055 sq. ft.
b. SUBTOTAL 1	9,723 sq. ft.
c. Multiply SUBTOTAL 1 by 0.1	972 sq. ft.

## Step 7 - Nonassignable Space

a. SUBTOTAL 1 (from Step 6.b)	9,723 sq. ft.
b. Special-use space (from Step 6.c)	972 sq. ft.
c. SUBTOTAL 2 (a + b)	10,695 sq. ft.
d. Multiply subtotal 2 by 0.25	2,674 sq. ft.

## Step 8 - Public-Access Computer Work Space

a. # of workstations 10 x 25 250 sq. ft.

## Step 9 - Putting It All Together

a. Collection space (from Step 2.g)	3,718 sq. ft.
b. User seating space (from Step 3.b)	3,150 sq. ft.
c. Staff work space (from Step 4.a)	1,800 sq. ft.
d. Meeting room space (from Step 5.d)	1,055 sq. ft.
e. Special-use space (from Step 6.c)	972 sq. ft.
f. No assignable space (from Step 7.d)	2,674 sq. ft.
g. Public-access computer work space (from Step 8.a)	250 sq. ft.
h. GROSS AREA NEEDED (a + b + c + d + e + f + g)	13,619 sq. ft.

Texas Public Library Standards, Appendix B: Space Needs Worksheet

[https://www.tsl.texas.gov/sites/default/files/public/tslac/plstandards/2014%20TLA\\_Standards\\_Final.pdf](https://www.tsl.texas.gov/sites/default/files/public/tslac/plstandards/2014%20TLA_Standards_Final.pdf)